

Payment Steps



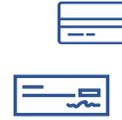
**Sign
Terms &
Conditions**

1



**Receive
Invoice**

2



**Make
Payment**

3

Begin

Review

Processing

Reminders



State of Maine accounting center sends invoice, receives payment.



Reference State of Maine invoice for amount due and invoice number.



Do not send cash.

Paying with check or money order



Payable to: Treasurer, State of Maine



Mailing address: DACF- M696 Attn: Chris George 155 State House Station
Augusta, ME 04333-0155

Paying with credit card



3% Processing fee added to invoice amount.

Number to call: Call 207-624-6371



When to call: Mondays through Fridays 9 AM - 3 PM (except for [State Holidays](#))

Internal RE – AdvantageME



Different process for internal programs and agencies



Know your unique account codes: *Fund, Dept, Unit, Sub-Unit, Object*

Participant resources



- Terms and conditions signature link page
- Welcome kit
- News and announcements

www.maine.gov/dacf/agtradesshow/participants